



Intercollegiate Broadcasting System

BETHLEHEM, PA.

215 - 868-4121

April 15, 1964

Dear Station Manager:

Recently we sent you a copy of the newly revised IBS Master Handbook. I hope you got your copy. If you haven't, (and you've paid your dues for this year), then you should receive it in just a few days.

Unfortunately, in our collating process, several pages were mislaid and consequently were not included in your handbooks. I am enclosing them within. Also we are enclosing several pages which are new.

They are:

- 00.20 Gross references
- 06.70 Duties of Regional Directors
- 11.50 Organizational Charts and Job Specifications
- 12.70 Constitution of WHRB, Harvard Radio Broadcasting Co.
- 13.50 IBS General Code
- 17.00 Facilities Planning--Studios
- 17.80 Table of Nominal Transmission Losses
- 18.50 Facilities Planning--Control Rooms
- 18.90 Facilities Planning--Technical Shop
- 30.20 N.A.B. Radio Code, Part I, Program Standards
- 40.10 Commercial Copy Codes
- 40.20 AAAA Copy Code
- 41.00 The Budget
- 52.15 AM Monitor Receiver *54.15*
- 52.76 Plate Modulation Technique
- 55.51 Schematic for the Quality Limiter at low cost
- 55.81 D.C. Heater Supply
- 55.84 Last page of Printed Board Equipment Repair Practices
- 57.12, 57.19, 57.24, 57.25; BSH-1 Transmitting System
- 61.50 FM Receiver Penetration Figures (replacement)
- 63.00 Non-commercial Educational FM
- 67.00 FM License Procedures

I hope that you will take the nominal amount of time that it will take to insert these pages and thus keep your Handbook up to date.

Sincerely,

Ted Anagnoson
Director of Member Services

JTA:dd